

Energy Action Month, Commit to Efficiency

Instruction Sheet for Energy Action Month Site Champions

This instruction sheet and the Commit to Efficiency Campaign sample materials (a packet wrapper, buyer card, and specifier card) included in your Energy Action Month packet from the Federal Energy Management Program (FEMP) are all you need to start a site-specific Commit to Efficiency campaign.

In these instructions we will walk you through the process for printing free resource kits for those who commit to efficiency. Over the next year, the Commit to Efficiency Campaign aims to save 7 trillion Btu, which lowers the Federal Government energy bill by approximately \$130 million annually and is the equivalent of removing 8,000 average-sized Federal buildings from the grid for a year. If you sign up as an official recruiter, we will even help you track how much energy savings your recruits pledge and report over the next year (to maintain privacy, you will view a summary report, without individual totals). To sign up as an official recruiter, register online after September 26, 2012, and select "Recruiter", then encourage those you recruit to identify you when they register.

This Energy Action Month, thank *you* for Committing to Efficiency.

Print Free Resource Kits

Decide how many resource kits you would like to make available and prepare them to hand out:

- 1) Visit www.femp.energy.gov/commit and download the resource kit file
- 2) Print the desired number of resource kits (please print double-sided and on recycled paper)
- 3) Fold packet wrapper around each set of resource kit documents as shown to the right

To request additional materials, please email Amanda.Sahl@ee.doe.gov (supplies limited).

Help Others Commit to Efficiency

Before recruiting individuals to join the Commit to Efficiency campaign at your Energy Action Month event or other appropriate venue, take these steps:

- 1) Register as a recruiter at femp.energy.gov/commit any time after September 26, 2012.
- 2) Read through the campaign overview document provided in each Resource Kit to better understand and explain what the Commit to Efficiency campaign is about. Additionally, learn who should sign up for the campaign and reach out to individuals in your facility's energy management and procurement offices to help.
- 3) Participate in Energy Action Month events and provide free resource kits to everybody who commits to efficiency!

Share any questions, comments, or feedback with Amanda Sahl at 202-586-1662 or Amanda.Sahl@ee.doe.gov.

